

FIRST THINGS FIRST

Ready for School. Set for Life.

ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD

NORTH PHOENIX REGIONAL PARTNERSHIP COUNCIL

1. **CALL TO ORDER:** The regular meeting of the First Things First North Phoenix Regional Partnership Council; Arizona Early Childhood Development and Health Board was held on Tuesday, May 10, 2011 in the Governing Board Room at the Washington Elementary School District, 4650 West Sweetwater; Glendale, Arizona 85304.

Vice Chair Cindy Hallman called the meeting to order at 4:40 pm. Vice Chair Hallman reminded the public that the Council may take things on the agenda out of order.

Members Present: Jenna Goad, Chair and Parent Member arrived after the meeting was called to order; Cindy Hallman, Vice Chair and Business Member; Connie Robinson, Philanthropy Member; Willette Watts, Faith Based Member; Sally Downing, Education Member; Barbara Nicol, At Large Member; James Emch, At Large Member.

Members Not Present: Bill Adams, School Administrator Member; Mindy Zapata, Child Care Provider.

Quorum: Established.

Staff Present: Tracey Craig, Senior Director Greater Phoenix/Yavapai Region; Karen Yearwood, Regional Director; Briggetta Hawks, Administrative Assistant; Dana Browning, Lead Fiscal Specialist. Michelle Katona, Chief Regional Officer.

2. **CONSENT AGENDA:** Included in an e-packet prior to the meeting and to the Council in hard copy at the meeting were the special meeting minutes of May 3, 2011.

Motion: Member Connie Robinson moved to approve the regular meeting minutes of May 3, 2011, second by Member Willette Watts, all in favor, no discussion; motion carried. Vote: Yes=6

6. **COUNCIL MEMBER UPDATES:** **Coordination of Early Childhood Programs in Maricopa County:** Vice Chair Cindy Hallman reminded the Council that she will represent the Council at the meeting on Thursday at the Piper Trust. Vice Chair Hallman would like to know in advance what the Members of the Council would like for her to bring forward. Some suggestions were:

- Research what other regions in Maricopa are doing differently than North Phoenix
- Wherever boundaries overlap in the delivery of services may we not be rigid.

- Based on needs & assets, what hasn't worked so that we can benchmark best practices?
- Important to continue to focus on what the Board Recommends.

The Council feels that they need to continue to work the programs that currently work and that Regions have a lot of similarity.

Chair Jenna Goad arrived during the Coordination of Early Childhood discussion

Needs & Assets Report – Vendor Selection: Member James Emch participated on behalf of the Council in the review of the available needs and assets vendors. Member Emch advised that the review committee went through three packets and interviewed one company; Applied Survey Research. Mr. Emch felt that the company that was interviewed particularly stood out for data that is easy to read; and provided very good answers to questions asked. As a committee member for needs and assets, Member Emch recommended that the Council select Applied Survey Research for their 2012 Needs & Assets vendor.

Motion: Member James Emch moved to direct staff to enter into an agreement with Applied Survey Research for the 2012 Needs and Assets in an amount not to exceed seventeen thousand dollars (\$17,000.00); second by Member Sally Downing, all in favor, no discussion; motion carried. Vote = 7.

A welcome to Chief Regional Officer Michelle Katona was extended by Chair Goad.

3. CALL TO THE PRESENTER – VALLEY OF THE SUN UNITED WAY: Community Impact Manager Dawn Gerundo provided to the Council an oral update on the Targeted Approach- Literacy which included statistics on story times, brain development workshops, and school readiness kits. Ms. Gerundo also went through the plans for 2011-2012 to include Quarterly Brain Development Trainings, School Readiness Kit distribution, and Story Times. Ms. Gerundo was thanked for her presentation.

4. GRANTEE RENEWALS: REVIEW & POSSIBLE VOTE: The Council decided to table the renewal decision for Valley of the Sun United Way Targeted Approach Literacy at the May 3, 2011 special meeting until clarifications could be answered around target service units for quarter one and quarter two; why numbers were only at 94; and why the target service units proposed for FY 2012 is lower than FY 2011 when the contract amount remained the same. The Council also indicated that they wanted to wait until the presentation from Valley of the Sun United Way before a decision was made. Fiscal Specialist Dana Browning provided to the Council an overview of services provided and what the services are to be provided for next Fiscal Year. Director Yearwood then went over the clarifying questions from the Council and the answers provided by the grantee.

GRANTEE AND PROGRAM	GRANT NUMBER AND AMOUNT	CONFLICT/RECOMMENDATION
A. Valley of the Sun United Way Targeted Approach Literacy	FTF-MULTI-10-0008-05 \$174,282.00	No conflicts by Members present Staff Recommendation is to fund
Vice Chair Cindy Hallman moved to approve the Fiscal Year 2012 renewal recommendation with the revised target service numbers proposed in the clarification letter for Valley of the Sun United Way Targeted Approach Literacy contract number FTF-MULTI-10-0008-05 in the amount of \$174,282.00;		

second by Member Barb Nicol, all in favor, no discussion; motion carried. Vote = 7

5. CHILD SCHOLARSHIPS: Regional Director Karen Yearwood provided the Council with background information on this item: At the March meeting, the Council raised a question in response to the low expenditures for child care scholarships. The expenditure for Valley of the Sun United Way was at 31% although the contract was in the eighth month of operation. After communication with the grantee, it was determined that the low expenditure was due to the way the scholarships were divided between the teen parent strategy and the general Quality First! scholarship strategy. After the review of scholarship data; and the low utilization of teen parent scholarships; staff transferred fifty one (51) of the teen scholarships to the general Quality First! scholarships. The Council also had a discussion whether to increase the ages of children receiving scholarships from three to five (3-5) to zero to five (0-5); and questioned if there was enough funding to sustain the age increase.

Jackie Keller from Valley of the Sun United Way presented to the Council two tables that show scholarship balances. **Table 1:** is October 2010 through June 30, 2011 and does not reflect the additional scholarships that the Council added because the contract was split in two. It also has administrative costs removed before the distribution of the scholarships. The projection without any changes is that the program at the end of the year will have \$226,996.00 remaining for scholarships. **Table 2:** proposes additional slots to the Fiscal Year 2012 numbers so that the numbers can be sustained (additional 119 slots at the amount of \$165,410.00). With the additional slots, the remaining balance at the end of the year will be \$52,494.12. Ms. Keller figured she would be able to distribute the additional 119 slots equally based on licensure and size to homes and centers.

Vice Chair Cindy Hallman left at 5:40 pm.

Chair Jenna Goad asked what the next step would be for child care scholarships. Regional Director Karen Yearwood advised that due to a conflict the Council would not be able to vote at this time. The Council would have to direct staff to change the age requirement from 3-5 to 0-5 which would require action. Senior Director Tracey Craig advised that this discussion could continue at the next meeting when a voting quorum is present. Tracey also expressed concern of sustaining scholarships if a child comes in at birth and the expectation is to sustain the scholarship until that child is age five which is a longer commitment than what is in place now.

Chief Regional Officer Michelle Katona advised Member James Emch that he has a conflict due to his Centers receiving scholarships. Michelle further explained the reason is because not all the child care programs receive scholarships - only Quality First! sites; and there are a limited amount of scholarships available.

Member Emch expressed that it may be beneficial to all the providers that sit on various Councils to have a statement from the attorney that clearly defines their role pertaining to Quality First!

Chief Regional Officer Katona requested a point of clarification from the Council and asked if the Council needed to increase the scholarship allotment for FY 2012. Chair Jenna Goad advised that the council is

trying to spend down the FY 2011 allotment for scholarships and yes there are enough funds in FY 2012 to cover the slots allotted.

Chair Jenna Goad thanked Jackie for her presentation and all of her hard work.

8. COMMUNITY OUTREACH COORDINATOR UPDATE: Newly hired Parent Awareness Community Outreach Coordinator Marlene Moreno introduced herself and gave an outline of the communication plan and what her outreach efforts will include. Marlene indicated that North Phoenix is behind because the position she started three weeks ago has been vacant for some time. Marlene expressed that she would like to meet with all of the Council Members individually and will start setting up the meetings. Marlene was thanked and welcomed.

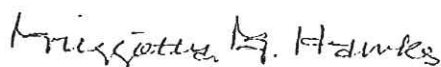
Chair Jenna Goad expressed frustration in looking at the website as a new parent. Chair Goad would like to see links to all of the services provided by First Things First for parents on the website.

Due to some of the members having to leave early, Chair Goad would like to have the Director's report sent in an email to all Members.

9. NEXT SCHEDULED MEETING: Tuesday, June 14, 2011 at 4:30 pm located at the Washington Elementary School District in the Governing Board Room; 4650 West Sweetwater, Glendale, Arizona 85304.

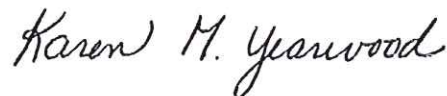
10. ADJOURNMENT: Member James Emch left the meeting at 6:03 pm; and the meeting was adjourned due to lack of quorum.

RESPECTFULLY SUBMITTED



Briggetta Hawks, Administrative Assistant

APPROVED



Karen Yearwood, Regional Director

COUNCIL APPROVAL



Jenna Goad, Chair